



## **Finance Committee Meeting Minutes**

**March 14, 2013 6:30PM, Community Room**

**Tyngsborough Town Hall**

**Tyngsborough, Massachusetts**

Members Present: Robert Mullin, Chairman (RM)  
Chris Mellen, Vice Chair (CM)  
Darryl Wickens (DW)  
Scott Hammer (SH)

Members Absent: Linda Geyer (LG)

Attendees: Michael Gilleberto, Town Administrator  
Nina Nazarian, Assistant Town Administrator  
Kerry Colburn-Dion, Town Treasurer  
Corliss Lambert, Board of Selectman  
Rick Reault, Selectman

VOTE: SH made a motion to come into session at 6:38pm, DW seconded all in favor 4-0-0. RM read the night's agenda.

**Item 1:** Review and discuss Proposed FY2014 Other Municipal Department Budgets.

Town Administrator Michael Gilleberto presented the budgets for the departments under the Board of Selectman (BOS). These included the Selectmen, Town Administrator, Town Counsel, Other Legal Services, Economic Development Committee, Public Buildings, Information Technology, Town Reports, Weights and Measures, Animal Inspection and Control, Engineering, Street Lighting, Other Intergovernmental, Finance Committee and its Reserve Fund, and Capital Asset Management Committee. Many of the budgets remained level service funded with exception of the following:

1. Other Legal Services: Increase of \$25K for expected labor negotiations with five unions.
2. Information Technology: \$20K increase to cover vendor contracts

3. Engineering: \$30K increase to cover expected street acceptance project

The Committee received a written request to transfer from its Reserve Fund the sum of \$12,500 to account 159-5310 (Other legal services) for unanticipated personnel related expenses. SH made the motion for the transfer, seconded by DW and approved with a 4-0-0 vote.

**Item 2:** Continue review and discussion of Proposed FY 2014 Town Budget worksheet.

Chairman Mullin presented a consolidated spreadsheet of the FY 2014 budget which included the Municipal and School portions along with the anticipated state and federal aid. The spreadsheet removed the "above level service" requests from each side and outlined a deficit of approximately \$700K on the Municipal and \$1.1M on the school side. This was factored using a 61.25% school and 38.75% Municipal. A motion was made by CM for the Finance Committee to make a recommendation to use the same percentage split that was presented (68.25/31.75). The motion did not receive a second. A motion was then made by SH for the committee to discuss the split with the Tri-Board at the upcoming meeting and look to get a consensus during that meeting. A second was made by DW and approved 4-0-0.

**Item 3:** Committee Updates, Town Administrator Updates.

No updates were presented this evening

**Item 4:** Adjournment

SH made a motion to adjourn at 9:27P, seconded by DW. All in favor 4-0-0

Prepared by: Darryl Wickens  
Finance Committee Member